

Action Points/Notes

Shropshire VCS Assembly Board

Meeting with VCS Task Group members 9am – 11am

VCSA Board members only 11am – 1pm

16th December 2014

9.00am, Shrewsbury Town Football Stadium

Attended

Board and VCS Task Group Members		
Jackie Jeffrey	Chair, VCS Assembly	JJ
Heather Osborne	Shropshire Older People's Forum	HO
David Currant	Green Shropshire Xchange	DC
Jean Robinson	PAN Disability Forum	JR
Laurel Roberts	Northern Area Representative	LR
Julia Baron	Shropshire Infrastructure Partnership	JB
Hilary Paddock	Housing Support Forum	HP
Chris Child	County Sports Partnership	CC
Jane Randall-Smith	Healthwatch Shropshire	JRS
Mark Hignett	Arts and Heritage Forum	MH
Cllr Tim Barker	Shropshire Council	TS
Rachel Wintle	Mental Health Forum	RW
Karen Bradshaw	Shropshire Council	KB
Robert Smith	Information Advocacy Advice and Guidance	RS
Angela Parton	Criminal Justice Forum	AP
Sarah Thomas	Childrens Summit	ST
George Candler	Shropshire Council	GC
Tina Wigfall	Shropshire CCG	TW
Guest Speakers		
Andy Begley	Shropshire Council	AB
Penny Bason	Health and Wellbeing Coordinator- Shropshire Council	PB
Charlotte Cadwallader	Health and Wellbeing Officer – Shropshire Council	CC
In Attendance		
Sarah Dodds	VCSA Coordinator	SD
Pauline James	VCSA Support Officer	PJ
Kate MacDonald	VCSA Support Officer	KM
Charlotte Green	Strategy, Research & Performance Support Officer	CG
Elaine Griffiths	VCSA Coordinator	EG

Apologies

Apologies received from Sonia Roberts, Clive Wright, Glyn Edwards, Sam Tilley, Nicola McPherson, Lillian Owens, Cllr Steve Charmley, Carola Fielden.

Note

- Actions will be highlighted as a separate list to assist with progress monitoring.

- Many of those present attended the CCG event on Commissioning and developing a grant framework following the VCSA Board.

1. Welcome and Introductions

Jackie Jeffrey welcomed everyone to the meeting and specifically new members joining the group, Cllr Tim Barker as portfolio holder, Karen Bradshaw representing Children and Young People, Jane Randall-Smith from Healthwatch and Robert Smith the new Chair of the Information, Advice and Advocacy Forum. Introductions were made. The above apologies were noted.

Members were asked to declare any interests by completing the Declaration of Interests form

The minutes were agreed as an accurate record.

Action 1 Hubs have been discussed in relation to the DCLG bid but an additional request for information was raised relating to a list of People 2 People hubs.

2. Working with Children's Services

Sarah Thomas welcomed Karen Bradshaw to the Board. The Board recognises the key role that families have in developing resilient communities and it is agreed that the sector needs to be more effective when working with vulnerable children and families to ensure that they can successfully move into adulthood. A growing number of young people have various challenges and these can only be overcome by using a collaborative approach to working with families at an early stage. The following actions were agreed;

Action 14 VCSA Board and other Forums to be invited to join the 0-25s Summit at an event in early 2015 to look at SEND Reforms and the Care Act.
 Action 15 VCSA Support team to update all records to show change of name from Children's Summit to 0-25s Summit.
 Action 16 0-25s Summit and Children's Trust to continue to work closely together to identify the best ways of engaging Academies and schools.
 Action 17 0-25s Summit to have a conversation with the Housing Support Forum about representation and joint working.

3. Volunteering in Shropshire

Laurel Roberts presented to the group on the current state of Volunteering in Shropshire. This included the changing face of volunteers and an overview of the challenges facing infrastructure organisations. The following actions were agreed;

Action 2 A copy of the presentation to be circulated to the group by SD.
 Action 3 VCSA to establish a meeting with DWP to raise concerns about the lack of financial support to VCSE organisations assisting DWP referred volunteers.
 Action 4 SD to invite DWP to join the Public Sector part of the VCSA Board.
 Action 5 SD to circulate the results of the NAVCA review of VCSA infrastructure.
 Action 6 VCSA Board to consider volunteering issues within its annual reporting and highlight findings of the State of the Sector report widely to build awareness.

- Action 7 VCSA Support Team to assist in research for best practice elsewhere in overcoming the problem of lack of national VCSE infrastructure support. Particularly considering that the issue is wider than volunteering as a way of moving towards employment.
- Action 8 Request to be made to SPC to ask for support in identifying any collaborative bidding opportunities that may assist in the funding of work with volunteers.

4. The Care Act

Andy Begley was invited to the Board to provide an update on the Care Act outlining what the implications could be for VCSE organisations. The following actions were agreed;

- Action 9 SD to circulate copies of the presentation slides.
- Action 10 Information, Advice and Advocacy Forum to work to determine the information they can provide on known self funders for future planning.
- Action 11 Information, Advice and Advocacy Forum to continue to link into the Care Act sub group on Information and Advice (Neil Evans lead). Continue to work to prepare packages of information that will be delivered to people through CAAN.
- Action 12 The Change Group to consider the Care Act implications but also the Children and Families Act and how the two inter relate.
- Action 13 AB/SD to keep the VCSA up to date with Care Act developments, particularly in relation to key questions such as deferred payments.

5. Change Group Update

Jackie Jeffrey and George Candler updated the group on current Change Group activity. It is recognised that the issue of payments is causing difficulties and on this basis the Council are proposing to introduce a hybrid approach to payments which pays organisations that are signed up as the members of the VCS Assembly in advance.

The Change Group is looking at the lifecycle of people from pre-birth through to death. This will map out the interactions individuals have with the Council as both a commissioner and a provider of services. This activity will help the Council to understand where they are now and how they can redesign what should be commissioned in the future, bearing in mind the need to support and develop resilient communities. The following actions were agreed;

- Action 18 GC to report back progress made around payments work at the next meeting.
- Action 19 The Change Group to continue to build on mapping work and report back to the Board with key findings at an appropriate date to ensure engagement.
- Action 20 Cllr Tim Barker to be invited to join the Change Group in his role as portfolio holder for VCS.
- Action 21 In early 2015 SD to circulate information on the agile training session to the Change Group and more widely to the VCSA Board.

6. Resilient Communities Update for Church Stretton

Nicola McPherson provided an update to the Board on the resilient communities' activity in Church Stretton. The group is well established and has been reviewing the services currently delivered and what this could look like in the future. This included wanting to maintain a library which could provide a range of services for the town's residents.

A number of options were explored and a consultation has started through the Local Joint Committee.

Members of the Board detailed the need to have more detailed conversations about Community Resilience and what it means to the Voluntary Sector.

Action 22 VCSA Board to support Green Shropshire Xchange in work to feed into Resilient Communities (in it's broadest sense) where appropriate.

Any Other Business (VCS and Public Sector element of the meeting)

Jane Randall-Smith circulated a report on feedback from ICS prototype patients to the Board and asked for feedback from individual members and forums.

7. Actions from Last Meeting and Matters Arising

The minutes were agreed as being an accurate record of the last meeting. The following actions were agreed.

- Action 23 SD to follow up previous request to confirm VCSA representation on the Better Care Fund groups.
- Action 24 Link to integrated Community Services work reported at Scrutiny to be circulated by SD.
- Action 25 Forums and VCSA members to continue to feed evidence to VCSA Support Team to add to sector evidence base and support ability to clarify issues raised and actions to address them.

8. Learning from the CAAN tender process

A report outlining the costs incurred to secure the Information, Advice & Advocacy tender was circulated to the group for information. The following actions were agreed;

- Action 26 All to use the learning from the CAAN tender to increase awareness of the costs.
- Action 27 Information to be circulated to Cllr Tim Barker and George Candler and advice sought on how this could be shared with commissioners more widely.

9. Forum and Representative Reports

The Board considered the Forums of Interest report highlighting the main issues for consideration by the Board. The following actions were agreed;

- Action 28 A joint Forum meeting to be organised to allow Forums to work together and identify key priorities and a shared vision for 2015/16.
- Action 29 VCSA Support Team to investigate whether a blog or other solution can be found to allow online discussion to take place.
- Action 30 David Current to speak to his contact to ask more about IT solutions suitable for complex networks.
- Action 31 Request that the Compact Group look again at the relationship with Parish Councils.
- Action 32 VCSA Board requested information on current Community Asset Transfers.

Action 33 SD to circulate Forum reports that were available as hand outs but not circulated on the day due to time constraints.

10. Chair and Vice Chair Updates

Jackie Jeffrey updated the Board on her recent meeting with Shropshire Council. The meeting was to consider the refresh of the three year plan. Significant changes within the Council are planned for the next two years and these include the following;

- i. Service delivery and commissioning activity to be completely split,
- ii. The Shirehall to be sold and staff relocated,
- iii. Reductions in staffing, potentially to 150 core staff,
- iv. ip&e identified as the preferred supplier of services (under TECL regulations). Other services will be put out to tender to external organisations,
- v. Reviewing the role of local councils and elected members,
- vi. Looking at the Diversity Business Model,
- vii. Asset transfers to the University,
- viii. Developing greater community resilience.

The following actions were agreed;

- Action 34 VCSA Board Members to consider whether they will volunteer to lead on representation at the Community Hubs meetings on behalf of the VCSA.
- Action 35 The Compact group to work with SSSFT.

11. Team Report and State of the Sector Survey

The Board considered the team report and discussed the State of the Sector Survey. Albeit 30 questions are a lot for individuals to consider it was agreed that they were all important and should be kept in the survey. The Board approved the questionnaire and the following actions were agreed;

- Action 36 Offer a prize to incentivise participation in the survey and add wording at the start to inform people of time required to complete and information required in advance.
- Action 37 All to complete the State of the Sector survey.

12. Health and Wellbeing Strategy Refresh

Penny Bason and Charlotte Cadwallader joined the Board to provide an update on the refresh of the Joint Strategic Needs Analysis (JSNA) and Strategy. A report was circulated to the Board for information. A peer challenge of the H&WB Board is planned for 19th January. The following actions were agreed;

- Action 38 The slides presented to be circulated to the Board.
- Action 39 Forums of interest to consider organising H&WB Board Strategy discussions at Forum meetings.
- Action 40 Peer Challenge invitation to be circulated to the Board.
- Action 41 Discussion session to respond to questions to be organised in the New Year.

13. Close

Action 42 Actions list to be circulated before Christmas.

14. Date of Future Meetings

- Wednesday 11th February 2015
- Wednesday 13th May 2015
- Wednesday 20th May 2015 (Annual Assembly)
- Tuesday 7th July 2015
- Wednesday 7th October 2015